

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
August 22, 2016 6:00 P.M.**

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on August 12, 2016 on or before 5:00 p.m.

Mayor Easton called the meeting to order at 6:06 p.m.

Yvonne Adams City Clerk called roll and all members were present, except for Councilor King.

Members Present

**Guthrie
Decatur
Stewart
Easton**

Staff Present

**Patrick Boulden, City Attorney
Jared Cottle, City Manager
Ike Shirley, Police Chief
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
Marcae Hilton, City Planner
Jason Mohler, Dev. Service Dir.
Don Cash, Parks Director
Yvonne Adams, City Clerk**

PLEDGE OF ALLEGIANCE

Invocation was given by City Clerk Yvonne Adams

Mayor Easton said Item #1 on the Consent Agenda is:

CITY CLERKS REPORT

Consider and approve:

- a) Minutes for the Regular City Council meeting dated 08/08/16.
- b) Minutes for the Special Work Session meeting dated 08/08/16.
- c) Purchase and Purchase order to BSN for damage soccer goals from the July 14th storm in the amount of \$10,849.67. Sole Source Vendor. Emergency Purchase Order due to season starting. Funded out of Parks Department fund and Reimbursement from OMAG.
- d) Purchase of ball field dirt for baseball and softball field in the amount of \$25,500. This is a sole source vendor. Budget from Park's budget.
- e) Replacement of baseball and softball dugout covers in the amount of \$3,166. Sole source vendor. Damage resulted from July 14th storm. Funded out of Parks Budget. Reimbursement from OMAG. Emergency purchase order due to season starting.

- f) Bixby Charley Young Event Park Flagpole Relocation Project Capital Improvements Agreement between the Board of County Commissioners of Tulsa County and the City of Bixby.
- g) Resolution to Appoint Jason Mohler as Floodplain Administrator for the City of Bixby.

Mayor Easton asked if there are any questions or amendments to the consent agenda. Mayor Easton asked to pull Item “b” on the consent agenda.

Mayor Easton asked for a motion Councilor Stewart made motion to approve with the exception of item “b”, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 4-0

Yes: Stewart, Decatur, Guthrie, Easton.

No: None.

Mayor Easton said item #1 on the Regular Agenda is:

Discuss and/or approve contract in the amount of \$29,200 with Dewberry Engineering to design the relocation of 12” waterline as required by ODOT for the Snake Creek Bridge Replacement Project.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt stated that the Department of Transportation will be locating the bridge Snake Creek on highway 64, Bea stated that we have a 12” line that is on the south side and it is in conflict with their work and about eighteen hundred feet that is in conflict and we need to move that water line while we are there it is a portion of our 12” line that you can see and would like to lower it in that area. Bea stated that Dewberry Engineering will putting together plans for this project in the amount of \$29, 200.

Vice Mayor Guthrie asked Bea when is the timeline for this project, Councilor Stewart asked if there is an estimate when ODOT will have this finished. Bea stated that they are waiting for all the utilities to be finished and we have to do our relocation for them at least a couple of years. Councilor Stewart asked if they are going to move the bridge where will the citizens be rerouted to, Bea stated that they will make sure there is access. Bea stated that with her experience with bridge construction that built the new one and come back and take the old down. Vice Mayor Guthrie asked if this is only for the design, Bea stated yes sir. Vice Mayor Guthrie asked Bea what are your thoughts on the price of this project design, Bea stated that it is a fair price. Vice Mayor Guthrie asked how long do you anticipate the Leonard area be out of water during the relocation, City Manager Jared Cottle stated that we do have two mains along 171st and 181st that would serve deer run and we wouldn’t expect anybody to be without water.

Mayor Easton asked for a motion on Item #1. Vice Mayor Guthrie made motion to approve, seconded by Councilor Stewart. The vote was taken with the following results:

Carried 4-0

Yes: Guthrie, Stewart, Decatur, Easton.
No: None

Mayor Easton said on Item #2 on the Regular Agenda is:

Discuss and/or take action on a design proposal from Beck Design for design services on the Dawes Building and City Hall renovations.

Presented by: Jared Cottle

City Manager Jared Cottle stated that we have put together a variety of projects here and these came out of the Masterplan we did for City Hall and the Dawes Building earlier this year and during the council retreat we talked about different things we might do with our long term plan with City Hall and Dawes building and we have identified different aspects it's not the full plan but we do have it budgeted in our Capital Improvements fund and with making an investment downtown it certainly would set the tone or look and style with the Dawes building and the exterior is dated as well as security and access upgrades to the Dawes Building, also City Hall for the City dispatch area with a new entry way and I will set down with the Police Chief to look at the dispatch area and from recent storm we need to look at or emergency operations center for better communications. Jared stated that we have gather all these different things together into a single contract and all these elements were included in the cost estimates in the original Masterplan and there will be a design fee to put these things together in the amount of \$116,400 for the consulting services on this project.

Vice Mayor Guthrie asked Jared what about change order, Jared stated that we don't expect change orders on design. Vice Mayor Guthrie asked if they would get input from the department heads, Jared stated we are going to start with the Masterplan designed for City Hall and Dawes building and Beck design did provide that with all the department heads with interviews and looked at all the needs from the departments and on the design concepts will bring that back to council take a look at.

Mayor Easton asked for a motion on Item #2. Councilor Stewart made motion to approve, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 4-0

Yes: Stewart, Decatur, Guthrie, Easton.
No: None

Mayor Easton said on Item #3 on the Regular Agenda is:

Discuss and/or take action on extension of Project Consultant Services Contract with Jimmy L. Coffey.

Presented by: Jared Cottle

City Manager Jared Cottle stated that Jim came to us with a six month contract which ends this month and we are still into some property negotiations and also working on our Comprehensive

Plan to move forward and Jim has been help us with additional research with the Planning Department so we would like to keep him here until the end of the year.

Mayor Easton asked for a motion on Item #3. Mayor Easton made motion to approve, seconded by Vice Mayor Guthrie. The vote was taken with the following results:

Carried 4-0

Yes: Easton, Guthrie, Decatur, Stewart.

No: None

Mayor Easton said on Item #4 on the Regular Agenda is:

City Manager's Report

1. Bond vote on August 23, 2016 and I want to encourage everyone to go vote for those projects for the continued growth and development of our city.
2. Splash Pad in Bentley Park will be closed on 9/6/16 after Labor Day for the season.
3. October there will be a buddy baseball event at Bentley Park, and our Parks Director will explain in more details. Don Cash stated that Bixby Baseball is putting on hosting a special needs kids for one day and give them an opportunity to play ball for the day and it's for the community at no cost.
4. Opening the debris site this Saturday for one more Saturday for the public for left over debris from the wind storm.

Mayor Easton said on Item #5 on the Regular Agenda is:

New Business

There being none.

Adjournment was called at 6:33 p.m.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING
Board of Trustees
Municipal Building
Minutes
116 W. Needles, Bixby, OK 74008
August 22, 2016 6:00 P.M.

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on August 9 on or before 5:00 p.m.

Mayor Easton called the Bixby Public Works Authority Meeting to order at 6:32 p.m. all members were present except Councilor King.

Members Present

Guthrie
Decatur
Stewart
Easton

Staff Present

Jared Cottle, City Manager
Patrick Boulden, City Attorney
Ike Shirley, Police Chief
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
Marcae Hilton, City Planner
Jason Mohler, Dev. Service Dir.
Don Cash, Parks Director

Mayor Easton said Item #1 on the BPWA Consent Agenda is:

CITY CLERKS REPORT

Consider and approve:

- a) Minutes for Bixby Public Works Authority regular meeting of 07/25/16.
- b) Discuss and/or approve contracting with Suez Utility Service Company to clean water tanks at Leonard Mountain for \$7,500.

Mayor Easton asked if there were any amendments or corrections to the consent agenda. Mayor Easton asked for a motion on the consent agenda. Mayor Easton made motion to approve, seconded by Councilor Stewart. The vote was taken with the following results.

Carried 4-0

Yes: Easton, Stewart, Decatur, Guthrie.

No: None

Mayor Easton said on Item #1 on the Regular BPWA agenda is:

New Business

There being no business.

Adjournment was called at 6:34 p.m.

MAYOR

ATTEST

CITY CLERK